

# **NEEDS ASSESSMENT COMMITTEE MEETING**

**Monday, November 17, 2003**

**Noon-2 PM**

**Detroit Health Dept**

**Rm. 420B**

## **AGENDA**

I. Call To Order

II. Moment of Silence

III. Introductions

IV. Approval of today's Agenda & Minutes from 9/15 Meeting

V. Ground Rules

VI. Recording secretary for the meeting

VII. Handouts to members

- A. Continuum of Care Area Contact List
- B. Bureau of Substance Abuse Brochure
- C. Detroit Recovery Project – Partnership for a Drug Free Detroit
- D. State of MI Needs Assessment Committee – DRAFT
- E. Clean-N-Sober – Prepaid S.A. Service Plan for Medicaid Client's Brochure

VIII. Old Business:

- A. Brainstorming contact listing - ACTION
- B. Incentive given out for completion of surveys, 10, 15, 20, 25 - ACTION
- C. David Kuttnauer, NAC Survey Final Draft
- D. Comprehensive Plan Executive Summary for adherence – see pages 5, 11, 22 – ACTION
- E. Timeline update – Are we on time?
- F. Provide Brainstorming Survey Letter of Introduction – In helping SEMHAC - ACTION

IX. New Business

- A. Jonsea Nelson – Co-chair Report on SEMHAC/NAC 800 # to access clients in care.
- B. Jerome Sprung – Supervisor FIA – Medical Fragile Unit - HIV and Women with Children Presentation.
- C. Feedback from HRSA Consultant on Leadership and Committee Audit.
- D. Draft of Poster (SEMHAC)
- E. Draft of Flyer (SEMHAC)

X. Announcements

XI. Adjournment

XII. Next Meeting - Monday December 1, 2003